# 7-1-7 technical training workshop:

# Adopting and using the 7-1-7 target

### [date] TO [date] | [start time] – [end time] [time zone]

### [workshop location]

Thank you for joining us for this [4-day] technical training workshop on the 7-1-7 target for performance improvement of outbreak detection, notification, and early response.

During this workshop, we will introduce you to the 7-1-7 target, including its central role in the World Health Organization’s Early Action Reviews (EAR); how 7-1-7 can be used to assess outbreaks and improve performance; and the core principles for effective implementation of 7-1-7. We will also do deep dives into the key steps for using 7-1-7 routinely and how to systematically adopt 7-1-7. This interactive workshop will include short talks, hands-on activities, Q&A sessions, and discussions.

## Learning objectives

* Understand the 7-1-7 target and performance improvement approach and Early Action Reviews for outbreak detection, notification, and response
* Explain how 7-1-7 drives performance improvement of outbreak systems
* Identify opportunities and challenges for supporting awareness, adoption, and use of 7-1-7 in your work
* Apply key steps and model practices to support 7-1-7 adoption + use across programs and contexts
* Develop a plan for adoption and routine use of the 7-1-7 target in your country or jurisdiction

## Agenda

##### Day 1 – [09:00 to 17:00]

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| Morning | Afternoon |
| 1. Registration (08:30-09:00) | 7. Parking lot / Q&A |
| 2. Welcome and learning objectives | 8. [Group discussion or presentation – replace with tailored text] |
| 3. Introduction to 7-1-7 | 9. How 7-1-7 creates change + core principles |
| 4. Break | 10. Break |
| 5. 7-1-7 simulation exercise (activity) | 11. Using 7-1-7 for single and multiple outbreaks |
| 6. Lunch (12:00 – 13:00) | 12. 7-1-7 and outbreaks in the news (activity) |
|  | 13. Parking lot / Q&A |
| 14. Group discussion |
| 15. Introduction to the 7-1-7 Alliance |
| 16. Wrap-up |

##### Day 2 – [09:00 to 17:00]

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| Morning | Afternoon |
| 1. Registration (08:30-09:00) | 9. Parking lot / Q&A |
| 2. Welcome | 10. Step 3: Determine immediate and longer-term actions |
| 3. Parking lot / Q&A | 11. Activity: Apply 7-1-7 to your own event |
| 4. Introduction to 7-1-7 for performance improvement | 12. [Group discussion or activity: Presenting 7-1-7 event data to stakeholders] |
| 5. Step 1: Collect timeliness data and calculate 7-1-7 performance | 13. Wrap-up |
| 6. Break |  |
| 7. Step 2: Identify bottlenecks and enablers |
| 8. Lunch (12:00 – 13:00) |

##### Day 3 – [09:00 to 17:00]

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| Morning | Afternoon |
| 1. Registration (08:30-09:00) | 9. Parking lot / Q&A |
| 2. Welcome | 10. Introduction to adopting 7-1-7 for routine use |
| 3. Parking lot / Q&A | 11. Components for adopting 7-1-7   * Situate 7-1-7 * Map stakeholders and existing systems * Engage stakeholders * Integrate 7-1-7 into workflows |
| 4. Recap of steps for using 7-1-7 | 12. Break |
| 5. Step 4: Consolidate data and monitor progress of actions | 13. Components for adopting 7-1-7 (continued)   * Train staff on 7-1-7 * Pilot 7-1-7 use |
| 6. Break | 14. Launching 7-1-7 |
| 7. Step 5: Synthesize and use results for planning and financing | 15. Financing 7-1-7 |
| 8. Lunch (12:00 – 13:00) | 16. Group discussion |
|  | 17. Wrap-up |

##### Day 4 – [09:00 to 17:00]

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| Morning | Afternoon |
| 1. Registration (08:30-09:00) | 8. Parking lot / Q&A |
| 2. Welcome | 9. Introduction to teaching others |
| 3. Parking lot / Q&A | 10. Teach-back activities |
| 4. Recap of previous days | 11. Break |
| 5. Activity: Planning for 7-1-7 adoption and use (includes break) | 12. Group discussion |
| 6. Report-back: Planning for 7-1-7 adoption and use | 13. Wrap-up and closing remarks |
| 7. Lunch (12:00 – 13:00) |  |